

CPA Committee April 19,2016  
Draft Minutes

**Committee members in attendance:** Paris Boice, Peter Jessop, Diana Stein, Jim Brissette, Jim Oldham  
Mary Streeter arrived at 7:19. Marilyn Blaustein arrived at 7:24.

**Committee members absent:** Laura Lovett, Pari Riahi

**Staff present:** Sonia Aldrich, Holly Bowser, Dave Ziomek (briefly)

The meeting was called to order at 7:11 by Paris Boice, in the First Floor Meeting Room.

**Approval of previous meeting minutes:**

**Jim Brissette Moved to accept the minutes of February 2, 2016, Seconded by Peter Jessop.  
Approved 5-0.**

Mary Streeter began to chair the meeting at 7:23.

**FY17 Proposals - Issues**

Sonia Aldrich reported a concern about how to administer the Community Connections proposal. Staff wants to be sure the proposers understand the concerns of staff. Sonia is concerned about the wrap around services such as mental health services that might not be reimbursable. If the article passes Town Meeting, staff will meet with the grant recipients to work out the details of the program. Jim Oldham suggested we get a legal opinion, and Sonia has met with town counsel to begin to work this out. Jim Oldham understood that we were recommending this program and it is unfortunate that these questions were not raised prior to our committee vote. Mary recommended that Community Connections make the case to Town Meeting, and then staff work it out. Marilyn questioned as to whether or not it should be made clear to Town Meeting that some services might not be eligible. Sonia said she thinks the proposal should stand as is, and if ACC could not get reimbursed for certain services, then they might not be able to use the total of \$150,000 that we recommend.

Jim Oldham suggested we might want to revise the number of recipients that we stated in our recommendation. He would be inclined to remove the restriction on the number of recipients. Sonia says she would recommend that we leave it the same number. Mary wondered if anyone would have a problem with changing the number to a larger number of recipients. Jim Brissette said this is related to the CPA Plan, and thinks it would be good to discuss how this fits into our goals for housing in general.

Sonia also raised a question about whether we should put money in our administrative request for legal opinions. This is an issue that we need to consider for next year. Diana asked why an opinion would not be covered by our retainer. Sonia replied that we will have to work out the details of this.

The committee agreed to review the minutes of March 7, 2016 at a future date. Jim Oldham said that we need to have the votes in bold. Diana made a few grammatical and spelling corrections. The committee will review these at the next meeting. Committee members were advised to read and correct these minutes as required.

The committee discussed the need for complete minutes, and Jim Brissette asked whether it would make sense to have a paid minute-taker for the meeting where we take important votes. Jim Brissette said it is a real skill to take good notes and he commended Peter Jessop for the job he was doing tonight. Diana noted that it is difficult to interpret recorded meetings sometimes. Sonia noted that the Select Board is live TV, but they still need to have minutes. Mary noted that we want to have brevity but still have a complete set of minutes that would give someone who did not attend the meeting a clear idea of what was discussed as required by the Open Meeting Law.

**Public Comment:** none

**Review Financials:**

The committee got an update on our funding. It appears that we will get slightly more money than our estimates.

The committee reviewed movers and speakers for Town Meeting.

Speakers, if required:

1. Amherst municipal affordable housing trust: Jim Oldham, Tom Kegelman
2. Valley CDC : Peter Jessop, Joanne Campbell
3. ACC, Housing stability : Diana, and ACC
4. Habitat for humanity: Peter and Megan McDonough
5. Budget reserve for housing: Mary
6. First Congregational Church: Diana and a rep from church
7. North Prospect Historic District Study Committee: Laura, Diana
8. Amherst historical society: Laura, Diana
9. Dickinson sprinkler: Diana, Laura
10. Christopher Thompson Memorial: Diana
11. Historic preservation appraisals, etc: Laura, Jonathan Tucker
12. Open Space Surveys and Appraisals: Mary, Dave Ziomek
13. Geoff park: Jim Brissette, Linda Chalfant, Dave Ziomek
14. Administrative expenses: Mary

Mary will review the entire article. She expects the article, Part A might be divided.

Mary will move and speak to Motion A. If it is divided, the speakers noted above will speak to the issues.

We discussed who should be available to speak to the issues. The committee agreed that staff would notify the proposers of the date and time of the TM votes so that any questions can be answered. Jim Oldham felt it is important to have a CPA member speak to individual items as necessary. See list above.

Mary Streeter will move Motion B and Motion C and Paris Boice will speak to Motion B and Motion C. Paris will also have someone present to speak from Conservation Commission, if necessary.

Dave Ziomek arrived at 8:06.

Dave was asked why the land purchase is listed as a separate items. He explained the reasoning behind this, including the wording on eminent domain.

We discussed debt service. Mary will speak to this as necessary.

With respect to Article 20, regarding the North Common, Mary will move this article and speak to it. Dave Ziomek will be there to address any questions.

Mr. Ziomek reported on the planning process for the North Common and Groff park.

**CPA Plan – Next Steps**

We discussed the next steps for the CPA plan. Mary noted that we ought to create a document that people will actually read and we ought to figure out how to limit the length. Paris noted that we need to think about the purpose of the plan, so we could use it as a document for new committee members as well. Next steps: Peter will follow up with Nate in planning department. Paris will send around the document in its present form. Mary urged people to write down your thoughts about this year's funding cycle and how it might relate to our Plan. There was some discussion about how we ask for legal opinions, and how we evaluate various projects. It is hopeful that our plan might inform our decision making on the proposals each year.

The next meeting will be schedule by "**Doodle**" poll.

Diana moved to adjourn at 8:55. Seconded by Paris, passed unanimously.

Documents distributed:

Report to Annual Town Meeting April 2016

CPA Committee Minutes March 7 and February 2, 2016

CPA Goals for Historic Preservation from Historical Commission, 4 pages

Article 19a Motion Sheet, 3 pages

Respectfully submitted by Peter Jessop, acting clerk

Approved \_\_\_\_\_

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